

Arkansas State Board of Embalmers and Funeral Directors
Board Meeting

MINUTES

Thursday, July 9, 2015
101 East Capitol Avenue
Arkansas River Room, 3rd floor
Little Rock, AR
9:00 a.m. – 10:00 a.m.

Chairman James Terry Woodard called the meeting to order. Members present were: Vice Chairman Bobby Thurman, Bobby Burns, Patricia Roberts, Ben Brazzel, Jerry Adams, and John Wilkerson. Staff that were present: Amy Goode, Executive Secretary, Leslie Stokes, Investigator/Inspector, and Nina Carter, Board Counsel.

1. Adoption of the agenda

Motion made by Brazzel to adopt the agenda to follow for today's meeting as printed, seconded by Roberts, all in favor. Motion carried.

2. Introduction of the Board

3. Oral Examinations

- a. Wade Overturff oral exam administered.

4. Establishment Licenses seeking approval-Inspector Stokes

- a. **McNeal Coleman Funeral Home (formerly McNeal Calahan), 208 East Cedar Street, Brinkley AR – inspected on July 6, 2015** - Manager of Record Floyd Williams, embalmer of record is Roderick Hicks, and owners are Alvin & Agnes Coleman. Motion made by Burns to grant McNeal Coleman their funeral establishment Type A license, seconded by Brazzel, all in favor. Motion carried.
- b. **Relerford Funeral Home (formerly Richardson Memorial) – 301 S. College Street, Stuttgart, AR – Inspected July 6, 2015** – Manager of record is Booker Johnson, embalmer of record is Booker Johnson, and the establishment is owned by Shelly Owens and Booker Johnson. Motion made by Brazzel to grant Relerford Funeral Home their funeral establishment Type A license, seconded by Roberts, all in favor. Motion carried.

5. Administrative

- a. **Approval of the May 13th-May 14th, 2015 board meeting minutes as delivered electronically.** Motion made by Brazzel to approve the May 13th – 14th, 2015 board meeting minutes as delivered with no necessary corrections, seconded by Roberts, all in favor. Motion carried.
 - i. **Approval of June 24, 2015 teleconference board meeting as delivered electronically.** Motion made by Brazzel to approve the June 24, 2015 teleconference, seconded by Roberts, all in favor. Motion carried.
- b. **Approval of the May-June 2015 DF&A financial reports and trial balance as delivered electronically.**

Motion made by Burns to approve the May-June 2015 DF&A financial reports, seconded by Brazzel, all in favor. Motion carried.

6. **Old Business**

- a. **Case#15-24 Board V. Johnson Funeral Home, Savannah Johnson, Manager and Funeral Director.** A consent order was entered and agreed to by Ms. Johnson to close her embalming prep room on May 19, 2015. Embalming is being done at Carrigan Memorial in Hot Springs. The Independent Funeral Director's group is working with Ms. Johnson on her FTC compliance issues the Board found. Motion made by Brazzel to approve the consent order entered into on May 19, 2015, seconded by Thurman, all in favor. Motion carried.
- b. **Case#15-26 Board V. Aaron Beasley Mortuary & Crematory Service, Aaron Beasley, Manager.** Ms. Stokes re-inspected the facilities located in Fort Smith, AR on July 1, 2015. A copy of the inspection report is included. Mr. Beasley is working hard to keep the issues at bay and is currently compliant with the Board's requests. He has had major repairs done to both his units and has plans to put in a new floor in February 2016. Has had the manufacturer out as well. Motion made by Brazzel to continue case #15-26 until February 2016, seconded by Thurman, all in favor. Motion carried.

7. **New Business**

- a. **Inspector Updates – Leslie Stokes**

The Inspector did the following since the last meeting:

- See attached report.

8. **Attorney Updates –Nina Carter**

- a. **Appeal status 2014- Javier Buck and Richardson Memorial Funeral Home** – This case was appealed over a year ago. Ms. Carter has been in contact with the attorney for Mr. Buck, but simply the record was lodged and they have never requested a briefing schedule. The Board granted a stay while this was going on and the year suspension ordered was included in the stay along with the fines. The case has been on the docket for over a year and has not moved forward. Currently waiting on a phone call back from his attorney to either get it moving forward or dismissed. We could request a briefing schedule, but it's not typical that we would request it. The Board decided they would wait to hear an update at the next meeting after attorneys discuss and then move forward.
- b. **Appeal status 2014 – Effie Collins and Collins Chapel** - There still has been no briefing schedule on this 2014 appeal. It's in the Board's best interest to leave it be and not push forward, since they are not pushing it forward. The Board's order denying licenses is still in place. Just leave it on a monitoring status.
- c. **Appeal status 2011 - Elmer Davis** – There still has been no briefing schedule on this 2011 appeal. It's in the Board's best interest to leave it be and not push forward, since they are not pushing it forward. The Board's order denying license is still in place. Just leave it on a monitoring status.

9. **Board Discussion/Complaints**

- a. **Case #15-28 – Johnson, Dee V. Ed Snow, a licensed funeral director and embalmer.** Motion made by Burns to table Case #15-28 until criminal case is resolved, seconded by Brazzel, all in favor. Motion carried.
- b. **Case#15-29 – Shelton, A. C. V. P & K Mortuary, Gary Brown, Jr, funeral director and manager.** Motion made by Burns to dismiss for no violations proven, seconded by Brazzel, all in favor. Motion carried.

- c. **Case#15-30 – Johnson, Bernice V. W. H. Johnson Funeral Home, W. H. Johnson, funeral director and manager.** Motion made by Burns to table complaint until the investigation is complete with the Arkansas Insurance Dept., seconded by Brazzel, all in favor. Motion carried.

10. **Meeting dates:**

- a. September 10, 2015 – 9am
- b. November 12, 2015 – 9am

11. **Adjournment**

Motion made by Brazzel to adjourn the meeting and reconvene September 10, 2015 at 9:00am, seconded by Wilkerson, all in favor. Motion carried.